

INTERAGENCY ADVISORY GROUP

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March 18, 1976

TO: Personnel Directors

FROM: Raymond Jacobson
Executive Director

SUBJECT: FEDP-III

The purpose of this memorandum is to enlist your support in the launching of the third Federal Executive Development Program (FEDP-III), which is being jointly sponsored by the U. S. Civil Service Commission and the Office of Management and Budget. Attached is the FEDP-III announcement which contains a detailed description of the program, eligibility requirements, recommendations relating to agency selection of participants and a timetable.

FEDP-III will be a highly visible pilot program designed to complement larger-scale agency programs for the systematic identification and development of future career executives. It differs in some of its features from FEDP-I and FEDP-II. Most importantly, the program is being enlarged and restructured to address agency executive manpower needs more directly than was the case in the first two years of the program.

We consulted closely with the IAG Committee on Executive Manpower in developing this year's program and the Committee's suggestions were of great help to us. Now, we need your assistance in making FEDP-III a capstone for a much more comprehensive executive development program in your agency.

Summary information on the program is as follows:

Size: Between 65 and 100 participants will participate.

Eligibility: Federal career and career-conditional employees who are grade GS-15 or equivalent in other Federal pay systems, career-type Schedule A and B employees, and career employees of the Tennessee Valley Authority and the Energy Research and Development Administration will be eligible for consideration.

Selection
Process:

Agencies will have primary selection responsibility for FEDP-III; therefore, we urge that a rigorous agency selection process which is most appropriate to your needs be used. The process should be consistent with merit principles and should identify eligible candidates from all sources, including minorities and women.

Persons selected for the program should be identified as having extremely high promise for future executive positions and should be the most likely to advance within their organization. An Individual Development Plan designed to meet developmental needs jointly agreed upon by the agency and the participant must be submitted as part of the selection process.

Length of
Program:

FEDP-III will be a part-time program to be completed within a two-year period.

Formal
Training:

The participants will attend a seven-week executive training session at the Federal Executive Institute which will be designed to meet the particular needs of the participants.

Developmental
Work
Experiences:

Each participant will be engaged in two or more developmental work assignments amounting to not less than four months in combination. At least one inter-agency assignment is strongly recommended.

Meetings and
Seminars:

A series of meetings and seminars will be held, which will be designed to broaden the perspective of the participants with regard to general policies of the Federal Government and modern management approaches and techniques. These sessions may also include meetings with high level Federal officials, key public officials, and scholars.

Timing:

Agencies will select prospective FEDP-III participants and forward a list of their names in priority order along with other required materials to the Civil Service Commission by June 1, 1976.

The President in the Budget for Fiscal Year 1977 directed Federal agencies to assign high priority to the training and selection of career executives. FEDP-III is a significant component of this overall effort. Its success is dependent on high levels of agency commitment. Top agency line officials (either through Executive Manpower Resources Boards or similar instrumentalities) should play a key role in selecting FEDP-III participants and in making meaningful developmental work assignments available to those who are selected. With your full support, this can be brought about.

We are looking forward to working with you on FEDP-III. Please contact us if you have any questions or encounter any problems. All inquiries should be directed to:

FEDP-III Program Coordinator
Bureau of Executive Manpower
U. S. Civil Service Commission
Washington, D. C. 20415

TELEPHONE: 632-4661

In order to help us monitor the activities of the FEDP-III participants, please have someone call the Commission's FEDP-III Coordinator as soon as possible to provide the name, title, address, and telephone number of your agency's FEDP Coordinator.

Attachment